

The **Parks and Recreation Board** met Monday, March 23, 2015, 4:30pm, at the Morton Center. Present at said meeting were Pat Flannelly, Karen Springer, John MacDonald, Aimee Jacobsen, and Jeff Love. Council President, Ann Hunt also attended. Jan Fawley, Pennie Ainsworth, Chris Foley, Bess Witcosky, and Dan Dunten represented the department. Absent were Park Board Attorney Andy Gutwein and staff members, Lee Booth and Cheryl Kolb

Karen convened the Board at 4:35pm.

The first item of the agenda was the approval of the minutes from the February 23, 2015 meeting. John motioned to approve the minutes. Jeff seconded the motion, and the motion carried.

## **Reports**

### **1. Assistant Superintendent's Report**

- a. Coed and Men's Softball League information has been sent out and posted on the web page. League play will start May 4.
- b. T.L. Kincaid Contracting Inc., has completed the ADA compliance restroom work for the Lilly Nature Center, Happy Hollow Park and the two restrooms in Cumberland Park. Community Development Block Grant Funds were used to pay for the project.
- c. The 20<sup>th</sup> and final Global Fest will be held on Saturday, September 5. To date the Mayor has raised \$7,500. Our next committee meeting is Friday, March 27.
- d. A storage box was purchase for the senior softball group from funds donated by Arni's. They plan to start playing Tuesday, March 24.
- e. I have requested \$25,000 in Community Block Grant Funds for the 2015-16 year to address ADA issues in Lommel Park, University Farm Park and Trailhead Park. We will find out at the CDBG meeting on April 24 if we will be awarded those funds.
- f. Soccer has started and will go until May 31

### **2. Recreation Director's Report:**

- a. Riverside Skating Center – closed for the season on Sunday, March 8. The Skating Center staff completed their 13<sup>th</sup> season. The rink & skates have been cleaned. The ice staff has touched up the paint in the building and the Zamboni. Final season totals are as follows:
  - Skating seasons - Nov. 29, 2013 – Mar. 2, 2014 vs Nov. 28, 2014 – Mar 8, 2015
  - Total open days at the rink - Last season 84 vs 99 this season (+15)
  - Season Attendance (number of people attending) = 10,762 vs 13,157 (+ 2,395)
- b. West Lafayette Varsity Football Coach Shane Fry and staff will be offering a Spring Non-Contact Football Clinic at Happy Hollow School on the field behind the school. The clinic will work on the fundamentals of the game. This year the Football clinic has separate times for each, Happy Hollow students and Cumberland students.
  - Non-Contact Football clinic: Happy Hollow Grades 4-6 2:45-4:00 M-W April 13-15 & 2:45-5:00 Th April 16
  - Football Informational/Safety Meeting 5:00 on Thursday, April 16
  - Cumberland Kids (K-3 grade) (@ Happy Hollow) 4:00-5:00 M-W April 13-15
- c. Office Staff has been working on scheduling summer programs and the brochure is being prepared.
- d. Applications are being accepted for summer positions.

**3. Parks Director Report:**

- a. RFQ's received by BOW for snow blowers, and 72" mower, tool-cat quotes to be received at 3/24 BOW; Recommendations being presented at 3/25 RDC meeting.
- b. Inspections completed and on file.
- c. Finishing up preparing summer equipment.
- d. Have a few more refinished signs to hang at Morton and HHP.
- e. Rehangng dispensers, mirrors, and handles in the restrooms that were redone this winter.
- f. Shut down rink for warm months.
- g. Still working on grills in HHP, the weather slowed us down.
- h. Preparing to open parks for the summer after April 1.

**4. Morton Center Director:**

- a. **April 11 at 2:00pm, Morton will be hosting an International Amazing Race** in partnership with Purdue's Global Science Partners. There will be 11 internationally themed tasks that will be stationed around the building. We are looking for 10-12 teams that are comprised of 1 adult and 4: 4<sup>th</sup>-6<sup>th</sup> graders. Flyer is attached.
- b. **The 22<sup>nd</sup> Annual MorDancN Recital** will be held on Saturday, May 2 at 4pm in the Loeb Playhouse at Purdue's Stewart Center. Tickets will go on sale mid-April.

\$10.00 adults ages 16+ in advance

\$ 5.00 children ages 3-15 in advance

\$12.00 adults ages 16+ at the door day of recital

\$ 7.00 children ages 3-15 at the door day of recital

**5. Stewardship Director's Report**

- a. Right-Of-Way Landscape Maintenance Contracts  
A detailed landscape maintenance plan has been developed for five different road Right-Of-Ways through-out West Lafayette. These include Sagamore Parkway, Northwestern Avenue, Cumberland Avenue and other smaller areas. RFQ's were mailed out a month ago and companies interested in bidding were required to submit their quotes by March 3, where they were opened at the Board of Works and Safety meeting.  
The Redevelopment Commission is the body that has appropriated funds to pay for this work and we will present our recommendations to this group on Wednesday, the 25<sup>th</sup>. Contracts will then be awarded to the companies and they will be able to start work. I am responsible for monitoring the work being done and contacting the companies if it is not done satisfactorily.
- b. De-Trash the Wabash  
On Saturday, April 11 from 8:30 – noon we will be working with a group of people to pick up litter along both sides of the Wabash River. Individuals and groups interested in being part of this community effort are encourage to contact Dan.
- c. WREC Cost Share Program  
Dan serves on three Wabash River Enhancement Corporation (WREC) committees and one of these is the Cost Share Allocation Committee which met recently to determine the recipients of \$130,000 in grant funds. Twenty-six project applications were reviewed from individual home owners, churches and businesses for various urban water conservation projects. These included requests for rain gardens, pervious pavement, streambank

stabilization, trees, green roofs, and rain barrels.

**6. Superintendent's Report:****Upcoming Program Dates:**

- April 11: Amazing Race at Morton Center
  - April 11: De Trash the Wabash
  - April 20: Next Parks Board Meeting
  - April 24 @ 10a.m.: Arbor Day- Meet @ Cumberland parking lot; planting 18 trees
  - May 2 @ 4p.m.: **MorDancN Recital** in the Loeb Playhouse
  - May 6 @ 3:30 p.m.: Shade Sail Dedication @ Farmer's Market
- a. Master Plan Work-
- Working on RFP;
  - Next item to be determined is appointing the Master Plan Task Force (2 board members, 3 staff, 2 additional citizens?)
  - April 20: Proposals returned (Parks Board meeting)
  - April/May: Proposals reviewed by Task Force; Interviews set up by for top 3 proposals;
  - April/May/June: Funding secured;
- b. Tippecanoe County Parks Leaders met 3/11.
- c. Art work to be placed in Tapawingo Park:  
<http://www.inwhiteriver.com/attractions/travelogue/> coming in June, to be dedicated during Riverfest on July 11<sup>th</sup>.
- d. Parks & Recreation Foundation met on 3/10.
- e. Morton Center concerns; Clerk's office to move there in 2016.
- f. Shade Sail @ Farmer's Market- Dedication on May 6, 3:30 p.m. (FM-opening day)

Jan commented that the Agreement for the Garden Street project has not been signed.

**Old Business****New Business****Petty Cash and Change Fund**

Chris requested approval to establish the following funds from the Non Reverting Operating Fund, to revert back no later than November 30, 2015:

1. Cash/Change Fund, \$200.00, for the Morton Dance Concert
2. Cash/Change Fund, \$200.00, for the Municipal Pool
3. Petty Cash Fund, \$150.00, for the Playground Program

Jeff motioned to approve the request for establishing the Cash/Change and Petty Cash Funds, as presented. John seconded the motion, and the motion carried

**Pickle Ball**

Jan met with the pickle ball people at the rink. They can get four courts in the rink and can use the storage area by the playground. They are looking to do it on Monday, Wednesday and Friday mornings on a regular basis weather permitting. It will cost \$200 per court to tape. We will provide restrooms while they are using the rink. They have the nets and will put them up and take them down. Jan met with our attorney and insurance representative and both said they need to provide their own liability

insurance. They will start as soon as the weather breaks and will go until the end of September or October. Jan said the tape is used for road projects and it should come right up at the end of the season. Jan would like to recommend to continue to work with them to make this happen with cost not to exceed \$1,000 to our Department. The activity would be open to the public. They will be responsible to tape the courts. Karen made a motion to continue to work with the group starting pickleball play and allow them use of the rink contingent upon them getting liability insurance and cost not to exceed \$1,000 to our Department for the 2015 season. Aimee seconded the motion, and the motion carried.

Jan also apologized for not being able to do the retreat but said it was due to a death in the facilitator's immediate family. It was rescheduled for Tuesday, April 21, from 5 to 8:30 pm, and it will be held at the Park and Recreation Office.

**West Lafayette School Board** – Karen reported the following:

State Superintendent of Education Glenda Ritz visited the school corporation Monday, February 16. She visited classrooms at all three schools, asking questions of the work students were doing and responding to their questions. This Saturday the West Lafayette Schools Education Foundation will host the Westside Story Annual Fundraiser and Auction, which will be held at the West Lafayette Golf and Country Club. Tickets for this event need to be purchased by Wednesday. The West Lafayette Schools Education Foundation first Wall of Pride Reception will be this Thursday, March 26 from 6:30-8:30 pm at the West Lafayette Golf and Country Club. Five distinguished West Lafayette Community School Corporation alumni will be inducted.

**Wabash River** – no report**Public Comment**

Jan reported that there was a request that more trash cans should be provided along the trail in Happy Hollow Park, up the hill. Jan felt that would be problematic due to the fact that trash cans can be rolled over and down the hill.

Pennie received a complaint about skate boarder not yielding to walkers on the trail in Happy Hollow Park.

**Other****Pay Claims**

Aimee motioned for claims to be paid. John seconded the motion, and the motion carried.

**Adjourn**

Karen motioned to adjourn the meeting. Jeff seconded the motion, and the meeting adjourned at 5:10pm.

**Next Meeting Date**

The next Park Board meeting will be Monday, April 20, 2015.

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Presiding Officer

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Secretary